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## Christine Joyce

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**From:** Steve Ledoux  
**Sent:** Friday, February 15, 2013 6:43 AM  
**To:** Jeanne Kopacz  
**Cc:** Dean Charter; Peter Vanko; Christine Joyce  
**Subject:** Re: Selectmen Space Study Report

Jeanne

Looks good

Bring 10 copies

Sent from my iPad, please excuse any brevity or typos

On Feb 14, 2013, at 4:42 PM, "Jeanne Kopacz" <[JKopacz@Allegroia.com](mailto:JKopacz@Allegroia.com)> wrote:

> Hello, Folks -

>

> Here is the package we have for the meeting with the Selectmen on the 25th. There are three items here. One is the report summary that you asked to review. The second is the revised visual presentation that we would like to use for the meeting with the selectmen. And the last is the full report, which we will bring in printed and bound form. Can you confirm how many copies of the report we will need for the selectmen?

>

> There are a couple of changes we've made since the presentation to department managers. One is that we captured the full 2nd floor of Windsor by incorporating a new internal stair and lift. This is much cheaper than an attached stair and elevator, and should be more acceptable to the Historic Commission. The second is that we started some schematic work on the DPW addition on spec and decided to use this improved block diagram in the Space Study report. Finally we added language about improving accessibility to the Town Hall Annex and swapped the Social Worker with Veterans' Office so the later office is easier to get to. Let us know if any of these are not considered an improvement.

>

> I hope this looks appropriate for the Selectmen's review. We look forward to your feedback.

>

> Jeanne Kopacz, ASID, IIDA, LEED AP

> Managing Principal

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> <ReportSummary.pdf>

> <PresentSelectment022513.pdf>

> <FullReport.pdf>